

# Budget Request Brief for the 2004-2006 Biennium

*(Submit one form for each request to the Secretary)*

1. Agency name: Virginia Information Technologies Agency 2. Agency code: 136

3. Title of proposal: Agency Transition Fund

4. Priority of this proposal: 2 *Insert a number from 1 to 10, with 1 being highest priority and 10 being lowest*

## 5. Description of proposal

This Agency Transition Fund will provide a source of funding for VITA to cover specific instances of agency cost increases due to transition activities. During its initial on-boarding of small agencies, VITA has found various requirements that are necessary to bring the agencies' information technologies up to minimum standards. Some of these requirements were unforeseen or not expected to be as widespread as they have turned out to be. As VITA moves the Commonwealth to a minimum technology standard, it is becoming increasingly evident that state agencies do not have base funding to support even minimum statewide standards.

We request this fund be permanent and nonreverting through FY06.

## 6. Justification/Rationale/Consequences of not funding

Funds have not been provided to cover these expenses. VITA will either have to charge the benefiting agencies directly or include the expenses in the charges to all customers even though many customers will not receive equitable benefit. Charging customers directly may not be possible since they may not have the funds to pay these costs. Additionally, charging all agencies the cost of bringing individual agencies to minimum standards would be recognized as a federal unallowable expense, thereby raising General Fund expenses to VITA customers. Over time, these resources can be offset with future technology savings.

## 7. Resource Requirements

Fiscal year	Dollars		Positions	
	GF	NGF	GF	NGF
FY 2005	\$8,300,000		0	
FY 2006	0		0	

Approved for detailed submission:

\_\_\_\_\_  
*Signature of Secretary*

\_\_\_\_\_  
*Date*